

ARTICLE 25**WAGES**

25.01 During the term of this agreement, all employees will receive general wage increases as follows:

Effective 1/1/2017: 3%
Effective 1/1/2018 3%
Effective 1/1/2019 3%

Additionally the minimum and maximum pay bands for the following classifications shall be as follows:

Title	Jan. 1, 2017		Jan. 1, 2018		Jan. 1, 2019	
	Min.	Max	Min.	Max	Min.	Max
Community Service Officer	\$ 24.72	\$ 27.85	\$ 25.46	\$ 28.69	\$ 26.23	\$ 29.55
Building and Zoning Clerk	\$ 14.42	\$ 17.73	\$ 14.85	\$ 18.26	\$ 15.30	\$ 18.81
Building/Service Department Clerk	\$ 14.42	\$ 17.73	\$ 14.85	\$ 18.26	\$ 15.30	\$ 18.81
Clerk-Recreation Commission	\$ 14.42	\$ 17.73	\$ 14.85	\$ 18.26	\$ 15.30	\$ 18.81
Clerk Stenographer	\$ 13.39	\$ 17.71	\$ 13.79	\$ 18.24	\$ 14.21	\$ 18.78
Finance Assistant	\$ 15.45	\$ 18.23	\$ 15.91	\$ 18.78	\$ 16.39	\$ 19.34
Clerk of Courts	\$ 15.97	\$ 25.51	\$ 16.44	\$ 26.28	\$ 16.94	\$ 27.07
Deputy Clerk of Courts	\$ 13.39	\$ 20.41	\$ 13.79	\$ 21.03	\$ 14.21	\$ 21.66
Property Staff Member	\$ 8.60	\$ 10.41	\$ 8.86	\$ 10.73	\$ 9.12	\$ 11.05
Fire Secretary	\$ 34,278	\$ 47,035	\$ 35,306	\$ 48,447	\$ 36,365	\$ 49,900
Executive/Administrative Assistant	\$ 38,567	\$ 66,658	\$ 39,724	\$ 68,658	\$ 40,916	\$ 70,718

In addition to the City's current contribution, the City will pick up 1% of the employee's contribution to their retirement fund (OPERS) for the duration of the contract beginning with the first payroll following ratification of this contract.

25.02 The Mayor may place a newly hired employee within the employees respective pay band as listed above.

ARTICLE 26**PAID TIME OFF (PTO)**

26.01 Regularly scheduled part-time employees (not including monitors) compensated on an hourly basis shall earn paid time off at a rate of 2.3 hours earned per eighty (80) hours worked. When paid time off is used, it shall be deducted from the employee's credit on the basis of one hour for every one hour absence from scheduled work.

26.02 Paid time off may be used when an employee requests scheduled time off upon a twenty-four (24) hour advance notice by the employee and the approval of the